

MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE
MAY 15-17, 1980

Thursday, May 15

10:00 am-5:00 pm Pre-arranged Tours (see special insert)
8:30 pm Steering Committee Meeting

Friday, May 16

8:00 am-3:00 pm Registration
9:00-10:30 am

1) The Development of Programs for Local Government Records

Chair: Patricia Adduci, City Clerk, Rochester, New York

Papers: Mark Jones, New York State Archives

Frank Suran, Pennsylvania Historical and Museum Commission

Comment: H. G. Jones, former state archivist of North Carolina

Description: Discussion will focus on H. G. Jones' new book, Local Government Records: An Introduction to Their Management, Preservation, and Use, published by AASLH in 1979.

2) College and University Archives: Moving to Center Stage

Chair: Jon Reynolds, Georgetown University

Papers: John Clayton, University of Delaware

Ron Filipelli, Pennsylvania State University

Comment: Walter Rundell, University of Maryland

Description: Assessment of the draft "Standards for College and University Archives" printed in the January 1979 SAA Newsletter.

(3) The Research Value of Picture Sources in Archives and Manuscripts Programs

Chair: Beverly Brannan, Library of Congress

Papers: Pete Daniel, historian and photo researcher, Washington, DC

Lynn Cox, The Peale Museum, Baltimore, Maryland

Comment: Eugene Ostroff, Smithsonian Institution

Description: Discussion of pictures as research sources and of the research community which seeks and uses them.

4) Introduction to Description

Discussion Leader: Frank G. Burke, NHPRC

Description: An introduction to the development of a finding aids system by the former chairman of the SAA's Committee on Finding Aids. Limited to 20 attendees.

5) Microfilm Services: Planning, Contracting, and Quality Control

Panel: Lucy Fisher West, M. Carey Thomas Papers, Bryn Mawr College

Helen Cripe, microform consultant

Chris Allen, Maryland Hall of Records

Description: A discussion for archivists who do not have microform facilities within their own programs, but who may need to develop microform projects for records to be filmed and processed by commercial or other outside contractors.

10:45 am-12:15 pm

- (6) Documenting Black History in the Mid-Atlantic States: Present Programs and Future Needs
Chair: Thomas Battle, Howard University
Papers: Susan Davis, Schomburg Center for Research in Black Culture, New York Public Library
Bettye Thomas, National Council of Negro Women
Comment: Louis Harlan, Booker T. Washington Papers, University of Maryland
- Description: Emphasis on types of important material which have not been brought into repositories and how to deal with them more effectively in the future.

7) National Preservation Programs and Issues

- Chair: Gregory Stiverson, Maryland Hall of Records
Papers: Robert MacClaren and Chandru Shahani, Preservation Services Division, National Archives
David Chute, Executive Director, National Conservation Advisory Council
Comment: Lawrence McCrank, University of Maryland

Description: NARS staff will discuss its preservation philosophies and techniques.
Mr. Shute will discuss the activities of the NCAC.

8) Whatever Became of the Public Documents Commission? An Assessment and Update

- Chair: Ann M. Campbell, Executive Director, Society of American Archivists
Paper: Anna Nelson, George Washington University
Comment: Congressman Allen Ertel, 17th District, Pennsylvania
Ira Shapiro, Chief Counsel and Staff Director, Subcommittee of the Senate Committee on Governmental Affairs

Discussion: An assessment of the PDC, the impact of its report, and an agenda of "unfinished business."

9) Problem Solving: Finding Aids

Discussion Leader: Frank G. Burke

Description: Informal discussion of cases and problems presented by Mr. Burke and attendees. Builds upon Session #4. Attendees are encouraged to bring specific questions. Limited to 20 attendees.

10) Introduction to Machine-Readable Records in Archives: Part I

- Panel: Bruce Ambacher, Thomas Brown, and Ross Cameron
Machine-Readable Archives Division, National Archives

Description: Procedures, criteria, and rationale of inventorying, scheduling, appraising, describing, and preserving machine-readable records. Particular attention will be given machine-readable records likely to be encountered by state and university archivists. Workshop continues at 2:15 pm; participants should plan to attend both sessions.

12:30-2:00 pm

Luncheon and Speaker

H. G. JONES on STATE ARCHIVES PROGRAMS: DREAM AND REALITY

Dr. Jones is a former president of SAA and current secretary of AASLH. He is also the former state archivist and director of the North Carolina Department of Archives and History. His writings include The Records of the Nation and Local Government Records.

2:15-3:45 pm

11) Records Relating to Science and Technology: Problems and Approaches

Chair: Richard Lytle, Smithsonian Institution

Paper: Richmond Williams, Eleutherian Mills Historical Library

Comment: Ron Overmann, National Science Foundation

Description: Discussion of the work of the joint study-planning project of the SAA-History of Science Society-Society for the History of Technology.

12) Non-Federal Records in the Study of the History of the District of Columbia

Chair: Hardy Franklin, Director, Martin Luther King Public Library

Papers: Perry Fisher, Columbia Historical Society

Dorothy Porter, Howard University (retired)

Comment: Bernard Mergan, American Studies Department, George Washington University

Description: Discussion of non-Federal records sources, or the lack thereof, for the study of the history of the District of Columbia. Emphasis on local and non-government developments.

13) Catholic Diocesan and Organizational Archives: New Directions

Chair: Joseph Mahoney, Seton Hall University

Paper: James O'Toole, Archdiocese of Boston

Comments: Rev. Lawrence McDonnell, Paulist Fathers

Sister Felicitas Powers, Sisters of Mercy

Description: Review of changing archival attitudes, programs, and other activities in Catholic organizations, particularly Diocesan institutions.

14) Introduction to Machine-Readable Records in Archives: Part II

Description: A continuation of the morning session.

15) Museum Archives on the Move

Chair: Barbara Hearn, Winterthur Museum

Papers: Clive Philpott, Museum of Modern Art, New York

Charles Long and Steven Johnson, New York Botanical Gardens and Zoological Society Joint Archives

Linda Simmons and Katherine Kovacs, Corcoran Gallery of Art

Description: A sharing of information about plans and programs in new museum archives and a discussion of the "Guidelines for Museum Archives" drafted at the Belmont museum archives conference, December 1979.

4:00-5:00 pm

State Caucuses

5:30-6:30 pm

Reception, Archivist's Reception Room (Room 105), National Archives

Saturday, May 17

8:00-8:30 am Registration

8:30-10:15 am

16) Plenary Session: Archivists and the Legislative Process

Panel: Edward Weldon, New York State Archives (moderator)

Eileen Cooke, Director, Washington Office, American Library Association

Timothy Ingram, Staff Director, House Government Operations Subcommittee on
Government Operations and Individual Rights

Ann M. Campbell, Executive Director, SAA

Description: Discussion of appropriate and effective roles for archivists and their organizations in influencing legislation and appropriations at state and Federal levels.

10:30-11:45 am MARAC Business Meeting

12:00-2:00 pm Workshops

17) Description of Pictures in Archives and Manuscript Programs

Panel: William Leary, Still Pictures Branch, National Archives

Helena Zinkham, Maryland Historical Society

Nancy Malan, Office of Educational Programs, National Archives

Description: Approaches to the description of historical photographs. For the archivist with experience in arrangement and description of paper records, but not necessarily picture sources.

18) Introduction to Archival Supplies: Selection, Procurement, and Optimal Use

Panel: Michael Plunkett, University of Virginia

Cynthia Requardt, Maryland Historical Society

Christine Ward, Albany Institute of History and Art

Description: Advice on which supplies are essential, how to obtain them, and how to use them most effectively.

19) Starting from Scratch: Thoughts on Beginning an Institutional Archives Program

Panel Leader: Linda Henry, National Council of Negro Women

Panel Members: Thomas Wilstead, Salvation Army

Greg Hunter, United Negro College Fund

Description: Informal discussion of the do's and don'ts in the formation and early development of a new archival program, particularly one to care for the records of the organization within which the program is developed.

MARAC SPRING '80 - ROOM ASSIGNMENTS FOR SESSIONS

TIME	SALON A CRYSTAL CITY SUITE ****	SALON B CRYSTAL CITY SUITE ****	SALON C CRYSTAL CITY SUITE ****	SALON D ARLINGTON BALLROOM ****	SALON E ARLINGTON BALLROOM ****	SALON F BALLROOM ****	HOSPITALITY SUITE (TBA)
FRIDAY 9:00- 10:30 am	Local Gov't Records	Intro. to Description	Research Value of Picture Sources			Microfilm Services	College and University Archives
10:45 am - 12:15 pm	Public Documents Commission	Finding Aids	Machine- Readable Records I			National Preservation Programs	Documenting Black History in Mid-Atl
12:30- 2:00 pm	LUNCHEON AND SPEAKER H.G. JONES on STATE ARCHIVES PROGRAMS: DREAM AND REALITY ARLINGTON BALLROOM						
2:15- 3:45 pm	Science and Technology	Museum Archives	Machine- Readable Records II			Non-Federal Records of DC	Catholic Diocesan and Organizational Archives
4:00- 5:00 pm	Pennsylvania and Maryland St. Caucuses	West Virginia and Virginia St. Caucuses	Delaware and Washington DC St. Caucuses			NEH Drop-in Session	NHPRC Drop-in Session
5:30- 6:30 pm	RECEPTION ARCHIVIST'S RECEPTION ROOM (ROOM 105) NATIONAL ARCHIVES BUILDING, 8th and PENNSYLVANIA AVES., NW						
SATURDAY 8:30- 10:15 am	PLENARY SESSION ARCHIVISTS AND THE LEGISLATIVE PROCESS ARLINGTON BALLROOM						
10:30- 11:30 am	MARAC BUSINESS MEETING ARLINGTON BALLROOM						
12:00- 2:00 pm				Description of Pictures	Archival Supplies	Starting from Scratch	

NOTICE: Location changes for Friday sessions. Sessions scheduled in Arlington Ballroom Salon F will be located in Room 217 (2nd Floor) and those scheduled for the Hospitality Suite will be in Room 221 (2nd Floor).

PROGRAM CHANGES, ADDITIONS AND OTHER ANNOUNCEMENTS

For the session on Microfilm Services (#5), Marion Sader of Kraus-Thompson, Inc. has replaced Helen Cripe.

For the session on National Preservation Programs, please note the correct spelling of participant David Shute's name.

For the session on Catholic Archives (#13), Sister Mary Ellen Gleason of the Convent of St. Elizabeth has replaced Sister Felicitas.

Please note that staffmembers from the National Historical Publications and Records Commission and the National Endowment for the Humanities will be available for consultation between 4:00 and 5:00 pm Friday. For room locations, see reverse.

And finally...MARAC Softball Team practice will be held at 3:00 pm Saturday on the Mall (exact location to be announced). All are welcome.

Committee Records Guidelines - Secrets